

**Tuition Exchange Application  
2020-2021 Academic Year**

To be completed by a full-time William Jewell College employee for participation in the Tuition Exchange Program, Inc. or Council of Independent Colleges Exchange programs. Certification by William Jewell College does not guarantee acceptance by the host institution. Each institution sets its own standards or conditions on which acceptance may depend, as well as their own application deadline. The school should be contacted by the employee to determine any special conditions or deadlines which may apply.

If you have a family member that would like to use the tuition exchange program, submit this application to the **Office of Human Resources 1 week before** the tuition exchange deadline of your dependent's schools of choice, or **no later than October 31, 2019.**

**Employee of William Jewell College**

Name: \_\_\_\_\_ SS#: (last 4 only) \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Email address: \_\_\_\_\_

Home Telephone #: (\_\_\_\_) \_\_\_\_\_ Cell Phone #: (\_\_\_\_) \_\_\_\_\_

Work Telephone #: \_\_\_\_\_ Date of Hire with WJC: \_\_\_\_\_

Department: \_\_\_\_\_

Position: \_\_\_\_\_

**Student Information**

Name: \_\_\_\_\_ SS#: (last 4 only) \_\_\_\_\_

Address: (if different from above) \_\_\_\_\_  
\_\_\_\_\_

Home Telephone #: (\_\_\_\_) \_\_\_\_\_ Cell Phone #: (\_\_\_\_) \_\_\_\_\_

Email address: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

What semester would you begin using tuition exchange? \_\_\_\_\_ Fall 2020 \_\_\_\_\_ Spring 2021

What will be your classification? \_\_\_ Freshman \_\_\_ Sophomore \_\_\_ Junior \_\_\_ Senior

If recertification - school attending? \_\_\_\_\_

Names and locations of colleges/universities where you want to apply (include Jewell if applicable):

School Name	City, State	CIC	TE	CIC/TE School Deadline

I have read and agree to follow the Tuition Exchange guidelines on each program’s website ([www.cic.edu](http://www.cic.edu) and or [www.tuitionexchange.org](http://www.tuitionexchange.org)).

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

<p><i>Office of HR Use Only:</i></p> <p>CIC _____ TE _____ New _____ Accepted _____ Denied _____</p> <p>Notes _____</p>
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